

- General status chapter and sections written and in good shape
 - Most chapters and sections written and in good shape
 - Still some comments indicating missing text, missing figures here and there
 - Section on magnet test stand copied from word document existing since more than a week to overleaf document
 - A few still missing parts
 - Section on vacuum system promised for end of this week
 - Section on instrumentation missing – followed up by Roberto
- Completion
 - Hard deadline – publication end of February is MuCol and LDG requirement
- Proof-reading – status good enough to start
 - Check of consistency of different section
 - Are all important topics covered?
 - Proposal to set up a small committee
 - Distribute report in parts with about equal length
 - number such that typical length is 20 to 30 pages
 - Have a group of a few people taking two week to read and discuss each of these parts
 - Say coordinators of chapters plus a few additional reviewers
 - Would be great to have English native speakers helping in addition to technical expertise with polishing the language

- Part 1 (D. Schulte, N. Pastrone, S. Stapnes, A. Wulzer):
 - 1 Executive summary
 - 2 Implementation Considerations
 - 3 Physics Opportunities
- Part 2 (P. Meade, S. Pagan Griso, F. Meloni, N. Pastrone, A. Lechner, D. Lucchesi):
 - 4 Physics, Detector and Accelerator Interface
 - 5 Detector
- Part 3 (C. Carli):
 - 6 Accelerator Design
- Part 4 (L. Bottura):
 - 7 Accelerator Technologies
- Part 5 (C. Rogers, R. Losito, S. Stapnes, N. Pastrone, D. Schulte, M. Palmer, S. Jindariani, D. Stratakis):
 - 8 Synergies
 - 9 Development of R&D Program
 - 10 Development of the Collaboration

Volunteers?